COLCHESTER BOARD OF EDUCATION
REGULAR MEETING

Tuesday, February 13, 2024
6:00 PM
Virtual Meeting via Zoom

RECEIVED
COLCHESTER, CT
2024 FEB 15 PM 3:14
TOWN CLERK

MINUTES

BOARD MEMBERS PRESENT: Chair Alexander Oliphant, Vice-Chair Christopher Rivers, Secretary Margo Gignac, Donna Antonacci, Michelle Millington, Rosemary Gignac, Stefanie Tracey-Calash

ADMINISTRATION PRESENT: Superintendent Daniel P. Sullivan, III, Assistant Superintendent Jessica L. Kuckel, Bacon Academy Principal Amy Begué, Bacon Academy Assistant Principal Melissa Cry, Colchester Elementary School Principal Judy O'Meara,

OTHERS PRESENT: Business Director Rachel Linkkila, Executive Assistant to the Assistant Superintendent Michelle Flynn, Instructional Technology Coordinator Barbara Johnson, Bacon Academy Athletic Director Kevin Burke, Student Board Member Brooke Dean, Student Board Member Mariam Kasli

1. MEETING OPENING

1.1 Call to Order
Chair Alexander Oliphant called the meeting to order at 6:06 PM

1.2 Roll Call
Chair Oliphant conducted a roll call of the Board.

1.3 Pledge of Allegiance

2. RECOGNITIONS/ACKNOWLEDGMENTS

2.1 CES Learning Forward-

Colcehster Elementary School Principal Judy O'Meara spoke about her trip to Washington, D.C. December 15, 2023 with CES School teacher Meghan Barrows. Ms. O'Meara stated that Colchester Elementary School teacher Deanna Murray was slated to attend however became ill

Improvement Plan. Principal O'Meara thanked both Ms. Murray and Ms. Barrows for their hard work and dedication to their students.

3. STUDENT BOARD MEMBERS REPORT

3.1 Student Board Member Report

Brooke Dean spoke about the Valentine's Day anonymous Valentines that are being shared via the Student Council. The Bacon Choir will also be sending out Singing Valentines. The upcoming "Be Well at BA" event for sophomores and juniors is underway.

At William J. Johnston Middle School, the "Math Counts" club has a competition on February 17 at UCONN.

Also, CES is hosting a "Digital Learning Night"on February 15, 2024.

Students discussed that quarter two has opened for students who have recently received a drivers license, and are now eligible for on campus parking for $50. They also mentioned the student body asking where the parking pass money is allocated.

4. *ADDITIONS/CHANGES TO THE AGENDA

4.1 New Agenda Items

None.

5. PUBLIC COMMENT

5.1 For Public Comments, Please See Bylaw on Meeting Conduct

1.) Skip Starks commented in regards to the athletic fields, discussing his experience as a sports coach, parent and town resident.
2.) James "KC" O'Neil commented in regards to his time as a local youth coach, his experience in town as well as the conditions of the fields and athletic complex.
3.) Eric Kundle commented that he works at the Norwich Golf Course and reminded the town about the cost and maintenance that would be required for a new field.
4.) Micheal Dubreuil questioned the cost of a turf field as well as the basefield facing the wrong direction.

6. REPORT FROM THE SUPERINTENDENT

6.1 Mr. Sullivan thanked everyone for attending the virtual meeting.

Mr. Sullivan asked Bacon Academy Principal Amy Begue to provide an update on the Athletic Complex. Ms. Begue spoke in regards to the presentation pointing out that Bacon Academy was built in 1993 to accommodate roughly 405 students. Now, in 2024 Bacon Academy has nearly 600 students currently enrolled. At Bacon Academy there are an estimated 507 student athletes who attend. This is 194 spring athletes, 172 fall athletes and 141 student athletes who participate

Athletic Director Kevin Burke presented on the Bacon Academy athletes accolades as well as accomplishments. Mr. Burke pointed out that the Bacon Academy sports fields do not have permanent lights which means that Bacon can not host night or evening games. He stated that many games are canceled or hosted at our facilities due to the poor conditions at Bacon.

Ms. Begue then read a few messages from local residents who either worked at Colchester Public Schools in the past, served as a coach or were involved in athletics.

7. *APPROVAL OF MINUTES

7.1 *Board of Education Regular Meeting Minutes of January 9, 2024.

Motion by: C. Rivers
To approve the minutes as amended
Second: D. Antonacci
Roll call: All in favor
Vote: Motion carried

8. PRIORITY DISCUSSION/ACTION ITEMS

8.1* Discussion and Possible Action on Bacon Academy Athletic Field

D. Antonacci stated she would be interested in hearing more information regarding the Athletic Field.
Superintendent Sullivan replied that he can arrange for a company Field Turf to come out to Bacon Academy for an informational meeting and request information regarding cost and ideas for a remedy to the flooding fields.
M. Millington stated that she agreed with D. Antonacci and would be interested in receiving more information at this time.
Superintendent Sullivan suggested that board members can send a quick email to him if they have any questions to be directed to Field Turf directly to receive clarification.
C. Rivers thanked Ms. Begue and Mr. Burke for their presentation. He then asked if the board can gather more information in regards to the pros and cons of having a turf field. C. Rivers also mentioned drainage issues at the grass fields. Superintendent Sullivan commented that he, Ms. Begue and Mr. Burke has done some extensive health research in regards to turf.
The board chair asked how soon the vendor could come out to have a look. Superintendent Sullivan stated that he will reach out and invite Field Turf to the next Board of Education Meeting for the Capitol Plan meeting.

8.2 *Update to the 2023-2024 School Year Calendar
Superintendent Sullivan presented the current year calendar and requested an early release day from 3/7/2024 to 4/2/2024. April 2, 2024 is the Presidential Primary day which means Bacon Academy cafeteria will be used as a polling place. If the Board voted to have a half day, this would free up the use for the cafeteria by students.
The other change to the calendar is due to inclement weather days which could change the last

educational program.
M. Millington asked about the graduation date set for Bacon Academy for the 2024 class.

Motion by: C. Rivers
To approve the changes to the 2023-2024 School Year calendar (Amended motion to correct the school year as he originally stated 2024-2025)
Second: M. Millington
Further Discussion: None
Roll call: All in favor
Vote: Motion carried

8.3 *2024-2025 School Year Calendar (including change to early release time)

Assistant Superintendent Jessica Kuckel presented the calendar for the 2024-2025 school year. One of the primary focus areas include an earlier early release time for "half days."
The other change is the school closure days have been revised to allow more flexibility for Parent Teacher Conferences. This change added three extra student instructional days. The proposed last day of school for 2024-2025 is June 11,2025.

Motion by: M. Gignac
To accept the 2024-2025 School Year Calendar as presented
Second: R. Gignac
Further Discussion: None
Roll call: All in favor
Vote: Motion carried

8.4 *Bacon Academy Graduation Date for the Class of 2024

Superintendent Sullivan invited Ms. Begue to speak to the request. Ms. Begue would like to have graduation on a Friday as well as Bacon staff would like to have graduation on Friday, June 14, 2024. This also allows Project Grad to assist.

Motion by: M. Gignac
To accept the Bacon Academy Class of 2024 graduation date set as Friday, June, 14, 2024
Second: D. Antonacci
Further Discussion: None
Roll call: All in favor
Vote: Motion carried

8.5 * Bacon Academy Program of Studies

Superintendent Sullivan invited Assistant Superintendent Jessica Kickel to speak on behalf of the Bacon Academy updates to the program of studies.
Ms. Kuckel then invited Bacon Academy Assistant Principal Melissa Cyr to speak on behalf of the changes to the Bacon Academy Program of Studies.
Ms. Cyr stated that for the 2024-2025 school year, some college credit courses have changed.

Foundations & AP Music will change due to staffing.
Early childhood as a prerequisite for Middle Childhood, is being added. Bacon will align the prerequisites as Preschooler Course but omitting the middle childhood prerequisite to open more seats.
The Technical Education course will no longer offer STEM Physics.
The Science and alternative Energy Technology is no longer credit bearing.
Bacon Academy no longer offers Civics during the summer.
In World Language, the name of the courses have changed from the word "French" to "Francophone" to be more inclusive to all French speaking countries.
New courses offered will include Advanced Drawing beyond Level 2 earning a Level 3 credit.
Math Department changes will include Math 2 Accelerated and Math 3-Statistics.
The Physical Education Department will be adding Sports Medicine to the curriculum. Including First Aid and CPR.
Things being removed from the curriculum will be Chemistry in the Community as it does not align with the current standards.
Lastly, Bacon Academy would like to propose a change of language to reflect the various towns that are eligible to attend Bacon as tuition students.

C. Rivers clarified that the Civics course that is being removed is only a summer course. Ms. Cyr clarified that yes, all seniors will take Civics.

Motion by: M. Gignac
To accept the 2024-2025 Bacon Academy Program of Studies
Second: R. Gignac
Further Discussion: None
Roll call: All in favor
Vote: Motion carried

8.6 *Discussion on Format and Location for BOE Budget Workshop 1 and BOE Budget Workshop 2

Superintendent Sullivan stated that there is a desire to change the format of the meetings to make it more personal for residents. The suggestion to use the CES Cafeteria is to make the setting more open for town residents.
M. Millington welcomes change but is concerned about live streaming/replay options.
Superintendent Sullivan stated that yes, the meeting will be livestreamed regardless of location and the recording will be posted to the website.
C. Rivers added that the budget workshops are structured to be gathering information during the first meeting and the second meeting is more open to discussion back and forth.
M. Gignac stated that we do have regular meetings in the Black Box at WJJMS with the Zoom option however seeing as it is budget season, she feels CES would make for a better feel for parents/residents.
S. Tracey-Calash asked for clarification on whether the new format would still present the same info but the location would change.
Superintendent Sullivan stated that Bacon Academy students would provide childcare at the meeting as well as using the gym for the kids to play.

M. Gignac asked about the public sending in emails during the Budget Workshop.
R. Gignac suggested that hosting the meetings/workshops at other locations would be good for the town residents to see other locations.
D. Antonacci asked if the meetings are presentation style or meeting setting.
Superintendent Sullivan clarified it is a meeting with a presentation.

Motion by: M.Gignac
To hold the budget workshops both at CES on 2/27/2024 and 3/9/2024
Second: R.Gignac
Roll call:

C. Rivers- Yes	Tracey-Calash- Yes	A. Oliphant-Yes
M. Millington-No	M. Gignac- Yes	R. Gignac- Yes
D. Antonacci-Yes		

Vote: Motion carried

8.7 *CES Teacher Request for Extended Maternity Leave

Superintendent Sillivan stated that the length of the leave makes it a board decision, however both he and Principal O'Meara approve the request. The teacher would like to take the remainder of this school year and all of next. This is within FMLA guidelines.
Per the Teachers contract, it is a Boards decision.

Motion by: R. Gignac
To approve the CES Teachers Maternity Leave Request
Second: M.Gignac
Further Discussion: None
Roll call: All in favor
Vote: Motion carried

8.8 *Colchester Youth Services Request to Conduct Risk Factor Survey Grades 6-12

Russell Melmed and Marquis Lawsom from the Colchester Youth Services Advisory Board presented the information regarding the survey, why they are looking to conduct the survey and the background of grant requirements.

Motion by: M. Millington
To approve request of Colchester Youth Services to conduct the Risk Factor Survey Grades 6-12
Amended Motion: *M. Millington-to accept the Colchester Youth Services Risk Factor Survey in Grades 7-12*
(Correction: The survey will be conducted in Grades 7-12)
Second: C. Rivers
Further Discussion: None
Roll call:
C. Rivers- Yes
M. Millington-No

Tracey-Calash- Yes
M. Gignac- Yes
A. Oliphant-Yes
R. Gignac- Yes
Vote: Motion carried

8.9 *Bylaw 9130 Committees

D. Antonacci explained that the Policy Committee discussed removing the Communications Committee due to the Board's wish to remove the committee.
She continued to say that while the next series (5111-R) are Policy, the "R" means that they are regulations that the Board can not edit regulations due to the responsibility of this falling with the Administration.
She did request to add a "-" in the word "nonresident"
She stated that per state law, a student has to reside in Colchester to attend school here.
Also, edited language, proof of residency is required each time a student transitions to a new school. Editing the words "Colchester Board of Education" to the words "Administration."
D. Antonacci suggested the Admistion do the same to the regulations.
Margo clarified that this is just a First Read and there is no action needed.

8.10 *Policy 5111 R Form: Enrollee Verification of Residence Form

8.11 *Policy 5111 R Form 2: Student Admission/Placement Proof of Residency

8.12 *Policy 5111 R Form 3: Colchester Public Schools Parent/Guardian's Statement Form

8.13 *Policy 5111 R Form 4: Colchester Public Schools- Host's Statement Form

8.14 *Policy 5111 R Form 5: Residency Affidavit Form

8.15 *Policy 5111 R Form 6: Host Statement

8.16 *Policy 5118: Nonresident Attendance

8.17 *Policy 5118-R: Nonresident Attendance

9. REPORTS FROM BOARD COMMITTEES

8.1 Budget Finance Committee

C. Rivers discussed the parking fee for Bacon Academy students. He explained that the money the students pay goes directly to the transportation line in the BOE budget to offset the costs. He also discussed the budget report that will be posted as well as some budget transfers that will be occurring next month. Some of those transfers include tuition money for magnet school tuition

WJJMS and Pupil Services approval by the state. R. Linkkila stated that she received word from Arcadis that the final payments in regards to WJJMS as well as Pupil Services have been approved and the wire transfers should be arriving within the next week or so. The state will however continue to retain a portion of the reimbursement until the audit of the project is complete. R. Linkklia stated that the expected wire transfer should be roughly $2 Million for the WJJMS payment and the Pupil Services payment is estimated to be roughly $300,000 depending on the eligibility of costs. Once the audit is complete and all projects are paid for, the town of Colchester should receive roughly $6 Million for the two projects. C. Rivers stated that the BOE will have to discuss with the town, BOF as well as BOS where the money will be allocated.
Oliphant asked for clarification regarding the audit the state in regards to. C. Rivers clarified that it is not the towns audit but rather the audit of the records pertaining to the building project for WJJMS and Pupil Services which are located at Town Hall in the Board of Education. R. Linkkila confirmed. M. Gignac asked how the process works in regards to allocation of funds. C. Rivers stated that the town will have to verify with the bond council where the money might go however it ultimately should be the Board of Finance decides where to allocate funds. C. Rivers stated that the BOE can ask to have some funds allocated to the BOE budget during the budget process.

8.2 Curriculum Committee

No update

8.3 Facilities Committee

Superintendent stated that the facilities committee has met however they are working on the Capitol Plan presentation scheduled for February 22, 2024.

8.4 Policy Committee

No further update.

10. <u>BOARD ANNOUNCEMENTS AND INFORMATION ITEMS</u>

9.1 Next Meetings

The next BOE regular meeting will be held on Tuesday, March 12, 2024. The Capitol Plan presentation will be Thursday, February 22, 2024 via a Special Meeting. The budget workshops are scheduled for Tuesday, February 27, 2024 and Saturday, March 9, 2024.

9.2 Personnel Report

Superintendent Sullivan stated that it has been a busy month with a changed culture with folks changing jobs within the middle of the school year however the number of vacancies has not exceeded the amount as the beginning of the school year.

9.3 Notices of Retirements/Resignations

H. Petit, L. Westermeyer, J. Tupper, L. Rafaia and R. Sefchik were listed as resignations/ retirements for the month of February.

11. PUBLIC COMMENTS

10.1 For Public Comments, Please See Bylaw on Meeting Conduct

Micheal Dubreuil spoke in regards to the student athletes in Colchester. He requested that the Board explore information in regards to an indoor sports complex.

11. *ADJOURNMENT

A. Oliphant adjourned the meeting at 8:08 PM

Respectfully submitted,

Michelle Flynn
Executive Assistant to the Assistant Superintendent